

CITY OF MIAMI BEACH
Office of the City Manager
Letter to Commission No. 002-2004



To: Mayor David Dermer and
Members of the City Commission

Date: January 7, 2004

From: Jorge M. Gonzalez
City Manager

A handwritten signature in black ink, appearing to read "Jorge M. Gonzalez".

Subject: RECOMMENDATION OF APPOINTMENTS TO THE PERSONNEL BOARD

The administration would like to recommend Diane L. Downs and Amy Perry for appointment to the Personnel Board

Currently the Personnel Board has three (3) vacant positions, and the administration recommends filling the positions to ensure meeting quorum.

Diane L. Downs has the following skills, abilities, and accomplishments:

- CEO of SoftLogic LLC
- Served for five years as an officer at Harvard University
- Has business experience in commercial film production
- Has done international consulting
- Has been volunteering for the Art Deco Festival of 6 years – winning the "Tour Guide of the Year Award" last March 2003
- Volunteer at the garden docent at the Miami Beach Conservancy
- Member of the Fairchild Tropical Garden and of the Miami Art Museum
- Part of the All-America City Team
- Graduate from the second Neighborhood Leadership Academy
- Graduate of the nineteenth Citizen's Police Academy
- Pillar trustee of the Miami Beach Convention Center
- B.S. in Mathematics with a Minor in Art
- Ed. M. in Consulting Psychology

Amy Perry has the following skills, abilities, and accomplishments:

- Joined Mount Sinai Medical Center in 1993
- Appointed Vice-President Mount Sinai Medical Center in 1996
- Served as an independent international market consultant
- Served as Vice-President/Project manager for Bruce M. Goldstein & Associates
- Construction coordination for Kensington Properties

- Bachelor's degree in Communications
- Masters in Health Services Administration
- Adjunct professor at Barry University

Attached you will find Diane L. Downs', and Amy Perry's resumes and their applications for appointment to the Personnel Board.

JMG\TCA\lg *MB*

cc: Bob Parcher, City Clerk

CITY OF MIAMI BEACH BOARDS AND COMMITTEE APPLICATION FORM

Pursuant to City Code section 2-22(4) a and b: Members of agencies, boards, and committees shall be affiliated with the city; this requirement shall be fulfilled in the following ways: a) an individual shall have been a resident of the city for a minimum of six months; or b) an individual shall demonstrate ownership/interest for a minimum of six months in a business established in the city.

Resident of Miami Beach for a minimum of six (6) months: Yes ☒ or No ☐
 Demonstrate an ownership/interest in a business in Miami Beach for a minimum of six (6) months: Yes ☒ or No ☐
 I am applying for a Board appointment because I have special abilities, knowledge, experience: Yes ☒
 My special abilities, knowledge, or experience is: Operations
 Are you a registered voter in Miami Beach: Yes ☒ or No ☐

NAME: Perry Last Name Amy First Name
 Home Address: No. 5133 N. Bay Road City Miami Beach State FL Zip Code 33140
 Phone: 305.868.2292 Home 305.674.2520 Work 305.674.2007 Fax
 Email address amy.perry@msmc.

I am now a resident of: North Beach ☐ South Beach ☐ Middle Beach ☒
 Business Name: MOUNT SINAI Applicant's Position: SR.V.P. and C.O.O.
 Address: No. 4300 ALTON ROAD City MIAMI BEACH State FL Zip Code 33140

☐ Owner ☐ Stockholder/Shareholder ☒ Corporate Officer ☐ Other Explain: _____

Professional License (describe): _____ Expires: _____

Attach a copy of the license listed above.

1. Have you ever been convicted of a felony: Yes ☐ or No ☒ If yes, please explain in detail: _____

2. Do you currently have a violation(s) of City of Miami Beach codes: Yes ☐ or No ☒ If yes, please explain in detail: _____

3. Do you currently owe the City of Miami Beach any money: Yes ☐ or No ☒
 If yes, explain in detail: _____

4. Are you currently serving on any City Boards or Committees: Yes ☐ or No ☒
 If yes; which board? _____

What organizations in the City of Miami Beach do you currently hold membership in?

Name: _____ Title: _____

Name: _____ Title: _____

List all properties owned or have an interest in, which are located within the City of Miami Beach:

5133 N. BAY ROAD (HOME)

I am now employed by the City of Miami Beach: Yes ☐ or No ☒ If yes, which department: _____

Pursuant to City Code Section 2-25 (b): Do you have a parent ☐, spouse ☐, child ☐, brother ☐, or sister ☐ who is employed by the City of Miami Beach? Check all that apply. Identify the department(s): NONE

Please list your preferences in order of ranking [1] first choice [2] next choice and so on --
(Regular Boards of City) (*Board Required to File State Disclosure forms)

- | | |
|---|--|
| <input type="checkbox"/> Art in Public Places | <input type="checkbox"/> Marine Authority* |
| <input type="checkbox"/> Barrier Free Environment Committee | <input type="checkbox"/> Miami Beach Cultural Arts Council |
| <input type="checkbox"/> Beach Preservation Board | <input type="checkbox"/> Miami Beach Commission on Status of Women |
| <input type="checkbox"/> Beautification Committee | <input type="checkbox"/> North Beach Youth Center Oversight Committee |
| <input type="checkbox"/> Board of Adjustment (flood Mgmt.)* | <input type="checkbox"/> Nuisance Abatement Board* |
| <input type="checkbox"/> Budget Advisory Committee | <input type="checkbox"/> Oversight Committee for General Obligation Bond |
| <input type="checkbox"/> Code Enforcement Task Force | <input type="checkbox"/> Parks and Recreation Facilities Board |
| <input type="checkbox"/> Committee on Homeless | <input checked="" type="checkbox"/> Personnel Board* |
| <input type="checkbox"/> Committee for Quality Education in MB | <input type="checkbox"/> Planning Board* |
| <input type="checkbox"/> Community Development Advisory* | <input type="checkbox"/> Police Citizens Relations Committee |
| <input type="checkbox"/> Community Relations Board | <input type="checkbox"/> Production Industry Council |
| <input type="checkbox"/> Convention Center Advisory Board | <input type="checkbox"/> Safety Committee |
| <input type="checkbox"/> Convention Center Capital Projects Oversight | <input type="checkbox"/> South Point Advisory Board* |
| <input type="checkbox"/> Debarment Committee | <input type="checkbox"/> to Redevelopment Agency |
| <input type="checkbox"/> Design Review Board* | <input type="checkbox"/> Tourist and Convention Center |
| <input type="checkbox"/> Fine Arts Board | <input type="checkbox"/> Expansion Authority |
| <input type="checkbox"/> Golf Advisory Committee | <input type="checkbox"/> Transportation and Parking Board |
| <input type="checkbox"/> Health Advisory Committee | <input type="checkbox"/> Visitor and Convention Authority* |
| <input type="checkbox"/> Health Facilities Authority | <input type="checkbox"/> Youth Center Advisory Board |
| <input type="checkbox"/> Hispanic Affairs Committee | |
| <input type="checkbox"/> Historic Preservation Board* | |
| <input type="checkbox"/> Housing Authority* | |
| <input type="checkbox"/> Loan Review Committee* | |

Note: If applying for Youth Advisory Board, please indicate your affiliation with the Scott Rakow Youth Center: _____

1. Past service on the Youth Center Advisory Board: Yes ☐ No ☐ (Years of Service ☐)
2. Present participation in Youth Center activities by your children Yes ☐ No ☐. If yes, please list the names of your children, their ages, and which programs. List below.

Child's name: _____ Age: _____ Program: _____
Child's name: _____ Age: _____ Program: _____

This section is "not required" but desired: Age: ☐ Gender: M ☐ or F ☐

Ethnic Origin (Check one)

White ☐ African-American/Black ☐ Hispanic: ☐
Asian or Pacific Islander ☐ American Indian or Alaskan Native ☐

Employment Status: Employed ☐ Retired ☐ Home-maker ☐ Other ☐ _____

I hereby attest to the accuracy and truthfulness of the application and have received, read and will abide by Chapter 2, Article VII - of the City Code "Standards of Conduct for City Officers, Employees and Agency Members."

Applicant's Signature

Date

Name of Applicant (PLEASE PRINT)

Attachment: Please attach a copy of your resume to your application.

NOTE: Applications will remain on file for a period of one (1) calendar year.

Received in City Clerk's Office ___ / ___ / ___ by _____ Clerk

PLEASE NOTE THAT THE REQUIREMENTS FOR BOARD MEMBERSHIP DETAILED ON THIS APPLICATION FORM MUST BE MAINTAINED BY CITY BOARD MEMBERS THROUGHOUT THEIR TENURE AS BOARD MEMBERS. ANY CHANGES TO INFORMATION SUPPLIED ON THIS APPLICATION FORM SHOULD BE PROMPTLY PROVIDED BY BOARD MEMBERS TO THE CITY CLERK.

Document Control Number (Assigned by the City Clerk's Office) _____

Rev #6 - 6/01

Amy Perry, Senior Vice President and Chief Operating Officer, Age 37, joined Mount Sinai Medical Center in 1993 as Coordinator of Administration and was appointed Vice President in 1996. Prior to joining the Medical Center, Ms. Perry served as an independent international marketing consultant for Embassy Suites in Miami, Florida (1991-1992); Vice President/Project Management for Bruce M. Goldstein & Associates, Inc., Minneapolis, Minnesota (1986-1991); and Construction Coordinator for Kensington Properties, Inc., Minneapolis, Minnesota (1984-1986). Ms. Perry received her Bachelor's Degree in Communications from the University of Minnesota, Minneapolis, Minnesota, in 1989 and her Masters in Health Services Administration from Barry University, Miami Shores, Florida in 1999, where she was an adjunct professor.

**CITY OF MIAMI BEACH BOARDS AND COMMITTEE
APPLICATION FORM**

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Resident of Miami Beach for a minimum of six (6) months: Yes ☒ or No ☐

Demonstrate an ownership/interest in a business in Miami Beach for a minimum of six (6) months: Yes ☐ or No ☐

I am applying for a Board appointment because I have special abilities, knowledge, experience: Yes ☒

My special abilities, knowledge, or experience is: organisation change & psychology

Are you a registered voter in Miami Beach: Yes ☒ or No ☐

NAME: Downs

Last Name

Diane

First Name

L

Middle Initial

Home Address: No. 240 Collins Ave 6th

Miami Beach

FL 33139

Street

City

State

Zip Code

Phone: 305-673-9795

Home

Work

Fax

diane@the-beach.net

Email address

I am now a resident of: North Beach ☐ South Beach ☒ Middle Beach ☐

Business Name: _____ Applicant's Position: _____

Address:

No.

Street

City

State

Zip Code

☐ Owner ☐ Stockholder/Shareholder ☐ Corporate Officer ☐ Other Explain: _____

Professional License (describe): _____ Expires: _____

Attach a copy of the license listed above.

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3. Do you currently owe the City of Miami Beach any money: Yes ☐ or No ☒

If yes, explain in detail: _____

4. Are you currently serving on any City Boards or Committees: Yes ☐ or No ☒

If yes; which board? _____

What organizations in the City of Miami Beach do you currently hold membership in?

Name: MDPL Title: tour guide

Name: Miami Beach Garden Conservancy Title: tour guide

List all properties owned or have an interest in, which are located within the City of Miami Beach: _____

I am now employed by the City of Miami Beach: Yes ☐ or No ☒ If yes, which department. _____

Pursuant to City Code Section 2-25 (b): Do you have a parent ☐, spouse ☐, child ☐, brother ☐, or sister ☐ who is employed by the City of Miami Beach? Check all that apply. Identify the department(s): _____

Please list your preferences in order of ranking [1] first choice [2] next choice and so on --
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- | | |
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| <input type="checkbox"/> Hispanic Affairs Committee | |
| <input type="checkbox"/> Historic Preservation Board* | |
| <input type="checkbox"/> Housing Authority* | |
| <input type="checkbox"/> Loan Review Committee* | |

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2. Present participation in Youth Center activities by your children Yes ☐ No ☐ . If yes, please list the names of your children, their ages, and which programs. List below.

Child's name: _____ Age: _____ Program: _____
Child's name: _____ Age: _____ Program: _____

This section is "not required" but desired: Age: ☐ Gender: M ☐ or F ☒

Ethnic Origin (Check one)

White ☒ African-American/Black ☐ Hispanic: ☐

Asian or Pacific Islander ☐ American Indian or Alaskan Native ☐

Employment Status: Employed ☒ Retired ☐ Home-maker ☐ Other ☐ _____

I hereby attest to the accuracy and truthfulness of the application and have received, read and will abide by Chapter 2, Article VII - of the City Code "Standards of Conduct for City Officers, Employees and Agency Members."

Diane Downs
Applicant's Signature

12/19/03
Date

Diane Downs
Name of Applicant (PLEASE PRINT)

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Document Control Number (Assigned by the City Clerk's Office) _____

Rev #6 - 6/01

Diane L. Downs

240 Collins Avenue 6-D

South Beach, Florida

33139-7181 USA

diane@the-beach.net

305-673-9795

December 2003

Diane Downs is a long time city dweller having grown up and attended college in the Boston area. She has lived and worked in Los Angeles and New York City as well, moving from Cambridge, Massachusetts to Coconut Grove in 1994 and to South of Fifth St. (SoFi) on Miami Beach in 1997.

Ms. Downs is the CEO of SofiLogic LLC. Diane and her husband/business partner of 18 years, Phillip Cousins work together, bringing their patent pending software to market in the US. Based on their research at Harvard University, the Web enabled software measures change in organizations. Miami Beach has become the location of choice for the company's corporate headquarters office, to open in 2004.

Diane served for five years as an officer at Harvard University with Project Zero, the center for studying cognitive science and creativity. She also has business experience in commercial film production in Hollywood, in visual merchandising in New York and has done international consulting in culture change and decision analysis.

She started volunteering for the Art Deco Festival 6 years ago. Diane has since become a volunteer tour guide, doing weekly tours on Wednesday mornings, winning the "tour guide of the year" award last March 2003. She also is a volunteer garden docent at the Miami Beach Conservancy with a special focus on the Japanese Garden. Ms. Downs has been featured in promotional videos of the Beach and the Botanical Garden, describing our history and culture.

A member of the Fairchild Tropical Garden and of the Miami Art Museum, Diane also serves as secretary for the Terrace View Towers Condominium Association on Collins Ave, where she and her husband reside.

As part of the All-America City team, Diane traveled to Washington D.C. in June 2003 to represent our award winning City. She graduated from the second Neighborhood Leadership Academy, helped to organize the Alumni Association, is a graduate of the nineteenth Citizen's Police Academy and is a Pillar Trustee of the Miami Beach Chamber of Commerce.

Education:

B.S. in Mathematics, with a minor in Art, Simmons College, Boston, MA.

Ed.M. in consulting psychology, Harvard University, Cambridge, MA.